

### **TraiNet/VCS Newsletter**

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### News

This has been an exciting year of change for many of you who converted from TraiNet Desktop to TraiNet Web. We at the Help Desk hope that all of you have found the change from TraiNet Desktop to TraiNet Web rewarding. For those of you who have not yet converted from your TraiNet Desktop software, we encourage you to contact the Help Desk at <a href="mailto:jvisa@devis.com">jvisa@devis.com</a> so we can assist you in doing so. We think you'll find using the web-based software so much easier. Here are some highlights from this past year:

- Over 100 sites have been converted from the Desktop to Web platform;
- Over 300 new TraiNet Web sites have been added;
- Six workshops have been offered in Washington DC for TraiNet and VCS;
- The TraiNet/VCS Help Desk made eleven international trips to provide missions and their partners with direct TraiNet/VCS support services;
- A total of six upgrades have been made to TraiNet Web in 2006.

We look forward to continuing to assist you with any Trainet or VCS questions you may have. Best wishes for a fruitful 2007!

### New Regional Model for Trainet Deployed

Version 1.18 of TraiNet was released in early December. This latest update added the regional training model for those missions that do regional training. If your mission or your partner organizations do not do regional training you will not notice any changes. If you do regional training, you will now see a link and tab for entering and viewing your regional training programs.

A training program is considered regional if it is sponsored by one of USAID's regional missions (e.g. USAID/West Africa or USAID/RDMA) and you have multiple participants from different countries attending training. One example would be an Indonesian, Thai and Filipino in the same program that takes place in Thailand. Otherwise, training continues to be classified as incountry, third-country or U.S., whether it is sponsored by a regional or bilateral mission.

# **Exchange Visitor Compliance and TraiNet Workshops**

USAID will be sponsoring one-day workshops in Washington, DC on J visa compliance, using TraiNet Web and the VCS. Dates are January 22<sup>nd</sup>, February 26<sup>th</sup> and March 19<sup>th</sup> 2007. The workshops are held in the Ronald Reagan Building from 9:00 AM to 3:30 PM and are offered at no cost to USAID and partner staff. Contact Chris Kagy at <a href="mailto:ckagy@devis.com">ckagy@devis.com</a> to register.

jvisa@devis.com \*

## Hints & Tips

# Verifying Non-USAID Funding in the Visa Compliance System

R2 VCS Verifiers, be aware that when your TraiNet Operator enters non-USAID funding (Other Funding) in TraiNet) you will need to enter that information into Trainet manually before you click the Verify button; otherwise, you will receive an error message and your verification will not be processed.

What needs to be done?

When the Verifier logs into the VCS he/she will click on the exchange visitor's name. If you see a link for Add Other Funding, click this link.

- Verifier: Enter the organization name and contributed amount, then save your change.
- TraiNet Operator: When possible, alert the Verifier to any non-USAID funds entered.
- Verifier: If you receive the following error message after you press the Verifier button, ! The detailed amount must equal the provided other organization funds amount, then you did not enter the Other Funding amount. Click the Add Other Funding link before clicking the Verify button.

### **Receiving This Newsletter**

If someone in your organization is associated with TraiNet or the VCS and is not receiving this newsletter, please notify the TraiNet/VCS Help Desk so we can add your staff to our mailing list. Likewise, if you would like to be removed from this list, please let us know.

TraiNet/VCS Help Desk
phone 703.527.4340 \* http://trainet.usaid.org